



**TOPS Working Committee Meeting
Meeting Minutes – APPROVED
Wednesday, June 1, 2016**

Members Present: Jason Alwine, Nancy Hobbs, Becky Wegner, Lee Milner, Sarah Blakeslee, Cathy Grossman, Joe Lavorini, Jeff Mohrmann, Sarah Musick

Alternates Present: Jim Klever

Alternates Absent: N/A

Parks Board Liaisons Present: Scot Hume, Jason Rupinski, Jackie Hilaire

Parks Board Liaisons Absent:

Staff Present: Chris Lieber, Christi Mehew, Kurt Schroeder

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Jason Alwine brought the meeting to order at 7:33 am.

Agenda Preview

Announcements

Chris Lieber – Several volunteer projects will be occurring on June 4th. “Get Outdoors Day” will include projects at Ute Valley Park, Cheyenne Mountain State Park along with many other projects in our community. June 8th the TOPS Working Committee will be touring three parcels – Union Meadows, Sand Creek at the end of Pikes Peak Avenue and Corral Bluffs.

Jason Alwine – Thanked Jackie Hilaire for her service as a liaison on the TOPS Working Committee as her term will expire in July.

Approval of Minutes

Christi Mehew (TOPS Working Committee Assistant) will be making changes to the minutes due to suggestions from Bill Koerner (Trails and Open Space Coalition). Under “Citizen Comments”, “Denver” will be changed to “Cripple Creek and Victor” and “TOSC will receive input” will be changed to “TOSC expects to receive input”. The minutes were approved with these changes.

1st – Nancy Hobbs, 2nd - , Approved – Unanimously

Citizen Discussion

Richard Skorman – Please implement the Cheyenne Cañon Master Plan soon and include Strawberry Fields along with the south section and the Chamberlain Trail. Parking and congestion has increased in the cañon and especially during the summer months. In addition, Strawberry Fields could be excluded if the master plan is done next summer due to the Land Exchange with the Broadmoor. Currently the opponents to the “Land Exchange with the Broadmoor” are raising money for legal fees and if the legal route does not work they will be taking it to the voters with a petition.

Discussion occurred amongst the Committee in regards to the following:

- 2003 was the last time a master plan was completed for North Cheyenne Cañon.
- Funding for the master plan needs to be a part of the “Parks” category of the budget.
- A purchase order cannot occur unless all funds are available.
- Can the master plan process start prior to 2017? The appropriation process takes at least two months and the hiring process of a contractor takes at least 60 days.
- The master plan process on North Cheyenne Canon should be done parallel with the master plan process that the Broadmoor would be doing on Strawberry Fields.

Bill Koerner – Distributed cards announcing TOSC’s Starlight Spectacular on June 18th.

Scot Hume –Requested a list of pros and cons of the Envision Shooks Run project. The TOPS Working Committee agreed to have an “Envision Shooks Run” presentation given at the July meeting.

Action Items

1. 2017 TOPS CIP Budget

[Link to Power Point Presentation](#)

The presentation included: a timeline; funding sources; estimated 2017 revenue by fund; TOPS Trails category recommended projects; TOPS Parks category recommended projects; playground renovation projects; TOPS Open Space category recommended projects; TOPS fund summary; other funding sources and recommended projects and additional priority projects.

- A fund balance of 10% in each category has historically been recommended by the Budget office.
- The North Cheyenne Canon master plan is in the 2017 budget due to strong community interest.
- Lee Milner expressed concerns in regards to increasing stewardship dollars for open spaces next year. Chris Lieber stated it is reasonable to request these dollars if the program is moving forward with implementation.
- General Fund requests will be prioritized when the Parks Department budget is presented to City Council.
- Comments in regards to the North Cheyenne Cañon Master Plan included:
 - Scot Hume and Becky Wegner stated the Parks master plan should be completed in conjunction with the Broadmoor’s master plan.
 - Becky Wegner stated funds should be found to start the master plan process earlier.
 - Chris Lieber stated the conservation easement will need to be completed prior to the closing on the property and the master plan process takes approximately 8-12 months for due diligence.
 - Bill Koerner (TOSC) stated the TOSC Advocacy Committee would like the North Cheyenne Canon master plan timeline to be moved up.
 - Cathy Grossman asked why is it necessary to have two master plans for North Cheyenne Cañon as citizens will be confused. City Council just approved the land exchange with the Broadmoor and the process should proceed forward.
 - Lee Milner proposed a motion to move \$62,500 out of the 2016 Parks Category fund balance into starting the master plan process for the North Cheyenne Canon. Chris Lieber stated the 2017 Budget is the item on the agenda and the committee needs to vote and approve a new item to be on the agenda.

- Lee Milner made a motion to amend the 2016 Capital Improvement Budget and Becky Wegner 2nd this motion. Jason Alwine reminded them that the item needs to be added to the agenda.

Motion: 1st – Lee Milner - To add to the current agenda to amend the 2016 Capital Improvement Budget.
2nd - Becky Wegner. Failed 4 to 5.

- Lee Milner stated a conflict of interest in regards to Joe Lavorini voting on the 2017 Budget. Joe Lavorini excused himself from voting on the following motions.

Motion: 1st - Lee Milner – to approve the 2017 Capital Improvement Budget except for the Stewardship-Resource Management in the Open Space category. 2nd – Nancy Hobbs. Approved 7 to 1.

Motion: 1st - Lee Milner – to approve \$279,000 under the Open Space category Stewardship Resource Management. 2nd – Nancy Hobbs. Approved 8 to 0.

Presentations

2. Donation Policy and Sponsorship - Tilah Larson

[Link to Power Point Presentation](#)

The power point presentation included donation and partnership opportunities.

- Donor benches will continue to be an option for citizens. The Parks Department will provide choices of locations and materials available. Policies and procedures are currently being established for this program.
- Donations go into the Gift Trust Fund not the General Fund account.
- Nancy Hobbs would like all special events to include a percentage of fees to go towards the Parks Department. This concept is being discussed within the Parks Department as an option for participants.

3. TOPS Application Review - Chris Lieber

[Link to Power Point Presentation](#)

- 2125 Mesa Road – Becky Wegner and Sarah Musick accompanied Chris Lieber on this site tour. Much of this area is steep, challenging, difficult to access and has no social trails. This is an inquiry from the property owner and no formal application has been submitted. The Committee decided this would not be a priority property to acquire.
- Cragmoor Parcel – Nancy Hobbs accompanied Chris Lieber on this tour. The site is where the coalmine entrances were once located. Portal Park is close to this area. The property slopes, has been heavily impacted by vehicles, is predominately covered with elms, does not have much access, does not join up with any trails and contains a significant amount of erosion. The Committee decided this would not be a priority property for acquisition.

Citizen Comments

Bill Koerner – Requested an update of the applications for funding that TOSC submitted for Corral Bluffs and Jimmy Camp Creek. Chris Lieber stated they are open applications and conversations are currently happening regarding Banning Lewis Ranch. This item is currently on the master plan.

Adjournment

- Motion to adjourn at 10:12 a.m. 1st – Becky Wegner, 2nd – Nancy Hobbs, Approved - Unanimous
- Motion to go into a Closed Executive Session 1st – Nancy Hobbs, 2nd – Sarah Blakeslee, Approved - Unanimous